



L A K E L A W N  
RESORT™

LETTER TO STATE AND CITY OF DELAVAN

March 25, 2020

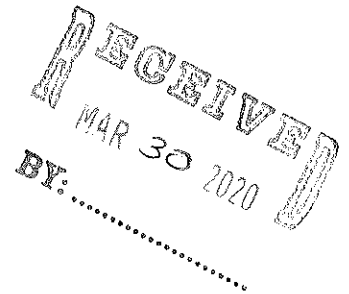
VIA FIRST CLASS MAIL & FACSIMILE

**State of Wisconsin**

Department of Workforce Development  
Dislocated Worker Unit  
Post Office Box 7972  
Madison, WI 53707

**City of Delavan**

Mayor's Office  
Mel Nieuwenhuis  
123 South 2<sup>nd</sup> Street  
Delavan, WI 53115



**RE: Delavan Lake Lawn Management, LLC (Lake Lawn Resort)/Federal & State WARN Act Notice of Business Closure and Mass Furlough**

Ladies and Gentlemen:

I regret to inform you that Lake Lawn Resort is temporarily closing its business and furloughing most of its staff at its resort facility at 2400 East Geneva Street, Delavan, WI, in response to the sudden unforeseen dramatic downturn in business and occupancy caused by the COVID-19 pandemic. We all know of the federal and state emergency orders relating to global pandemic involving the illness known as Coronavirus Disease 2019(COVID-19). These orders and guidelines, although very important for the health and safety of many, have made it difficult for guests and customers to have full enjoyment of our facility.


This job action will be implemented effective between March 16 – March 27 and will affect 305 total employees consisting of full-time, part-time, and seasonal positions. The duration of the job action is presently unknown, but we anticipate it may last until there is a lift on applicable emergency orders and public demand for hotel and other hospitality resort services.

Enclosed is a confidential list of affected positions and numbers. The employees are non-union and do not have any bumping rights. If circumstance necessitate a later layoff or termination date, we will notify you in writing. We will ensure that employees are timely paid all wages earned.

Lake Lawn Resort is simultaneously advising employees that the Wisconsin Department of Workforce Development ("DWD") and its Workforce Development Board ("WDB") work together in an effort to assist employees affected by business closings and layoffs.

Please contact me if you have any questions or require any additional information related to the above.

Sincerely,

  
Dave Sekeres  
General Manager  
Lake Lawn Resort

Enclosure: List of Affected Employees

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Primary Job Title	Ttl # of Employees
1st Assistant Golf Pro	1
A/R-Grp RMS Coord	1
Accounting Manager	1
Accounting Supervisor	1
Activities Attendant	9
Assistant Banquet Manager	2
Asst Housekeeping Manager	1
Bakery Supervisor	1
Banquet Bartender	7
Banquet Captain	6
Banquet Waitstaff	17
BellStaff	3
Café Attendant	7
Café Attendant Lead	2
Café Supervisor	1
Cafeteria Attendant	2
Spa Manager	1
Carpenter/Property Engineer	2
Catering Sales Manager	3
Concierge	1
Conference Service Manager	3
Cook Supervisor	2
Cooks	8
Cosmetologist	4
Counter Attendant	1
Digital Marketing Manager	1
Dir.of Banquets & Catering	1
Director of HOA	1
Director of Marketing	1
Director of Sales	1
Dishwasher	4
Engineering Admin Asst	1
Engineering Manager	1
Engineering Supervisor	1
Esthetician	1
Ex. Office Admin Assistant	2
Executive Sous Chef	1
Field Ops Manager	1
FO & Central Res Mgr	1
Front Desk Clerk	3
Front Desk Supervisor	2
Garde Manger	2
Garde Manger Supervisor	1
Graphic Designer	1
Grounds Attendant	4
Grounds Superintendent	1

Group Services Admin Asst	1
Head Golf Operations Manager	1
Housekeeping Mgr	1
Housekeeping Supervisor	1
Houseperson	5
HR Admin. Ass't.	1
HR Coordinator	1
Inspector	3
IT Manager	1
IT Specialist	1
IT Supervisor	1
Kitchen Pantry	1
Lead HVAC Tech	1
Learning and Development Mgr	1
Maintenance Tech II	4
Marina Manager	1
Massage Therapist	4
Night Auditor	2
Night Auditor Supervisor	1
Night Manager	1
Painter	1
Pastry Chef	1
Payroll Clerk	1
Player Services	1
Property Eng Lead	3
Public Areas Attendant	4
Purchasing Manager	1
Receiving Clerk	2
Receiving Supervisor	1
Recreation Manager	1
Recreation Supervisor	1
Reservationist	6
Resort Grounds Manager	1
Restaurant Bartender	7
Restaurant Bussperson	11
Restaurant Expeditor	1
Restaurant Host	9
Restaurant Supervisor	3
Restaurant Waitstaff	28
Retail Clerk	4
Retail Manager	1
Restaurant Manager	1
Room Attendant	20
Sales Manager	5
Salon Lead	1
Security Officer	2
Set Up Attendant	14

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Set Up Supervisor	2
Sous Chef	2
Spa Attendant	4
Staff Accountant	1
Switchboard Operator	3
Talent Acquisition Manager	1
Tournant	1
Trolley Driver	2
Watersports Supervisor	1
Golf Grounds Supervisor	1
Greenskeeper	2
Houseperson	1
Watersports Manager	1

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